

## **2021 – 2022 GENERAL REMINDERS FOR STATE TOURNAMENT SITE DIRECTORS**

### **General Information**

Review the General Information section of the Sports State Tournament Manual, particularly

- Item 7. Sportsmanship and Spectator Conduct
- Item 8. Soliciting, Promotional Activities, and Merchandising
- Item 9. Raffles, and 50/50 Drawings, and
- Item 12. Video by Spectators

### **Host School Responsibilities**

Review Item 9. Responsibilities of Host School in the Sport Section of the Sports State Tournament Manual.

### **Public Address Announcer (Item 9.F)**

Ensure that the public address announcer is a responsible adult who will remain impartial during the contest regardless of his/her team affiliation. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager.

### **Press Box**

Restrict access to the press box to representatives of the media, members of the tournament committee, host school administrators, and site personnel who are performing a function assigned by the Site Director.

### **Admissions Procedures**

Review the admission procedures in the Sports State Tournament Manual for this tournament.

- *All ticket sales will be through GoFan digital ticketing platform. Please visit the [digital ticketing page](#) on the DIAA website for general information and how to purchase tickets.*
- All individuals requiring free admission will be provided a pass. Please refer to enclosed handout for permitted passes. Each person with a pass should sign the comp ticket list to gain entry into the sporting event.
- School administrators who do not have a pass or ticket may be admitted free of charge if they are helping with site management. They should contact the Site Director in advance to arrange this.
- One (1) Bus Driver from each school may be admitted free of charge upon presentation of proper identification.
- Notify the Game Manager if there are any problems at the site.

### **School Administration**

Know where event staff, administrators and security are located during the game so that you can request their assistance if there are any problems with participants or fans. POINT OF EMPHASIS – GOOD SPORTSMANSHIP AND RESPECTING OTHERS!

### **Financial Report Procedures**

Please refer to information provided.

**Thank you for your valuable assistance in making  
DIAA State Tournaments possible.**